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ALABAMA GIRLS TECHNICAL INSTITUTE BULLETIN



**Requirements for Admission
1913-14**

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Requirements For Admission

1. Applicants for admission to any class must be above the age of fifteen. This rule is in accordance with the Act of the Legislature establishing this Institute.

For admission to one of the special vocational classes the pupil must be above the age of eighteen.

2. For admission to the sub-Freshman class, the applicant must have completed the work or its equivalent of the seven grades of the public schools and be ready for admission to the first year high school. The satisfactory completion of the first year high school course admits to the Freshman class and the second year high school course admits to the Sophomore class.

In general, the academic work of the sub-Freshman, Freshman and Sophomore classes corresponds to the courses of study as given in the first, second and third years of the standard high schools.

3. In addition to the academic courses, all students are required to pursue one "Major course" and one "Minor course" in one of the Technical subjects offered in this Institute. For a new student to enter the Senior class, not only credits for the academic subjects, but also those for the Technical course of the Junior class are required. Very brief announcements for the Technical courses are given in this bulletin. For full information write for the catalogue.

4. For young women above the age of eighteen vocational courses in special dressmaking and millinery are formed. No entrance examinations are required for admission to these classes. The academic work for these students corresponds to the fifth or sixth grades of the public schools.

Methods of Admission

1. By State Certificates.

The State teachers' certificates will be accepted as far as they cover the subjects presented in the various classes. The third grade certificate will admit to the sub-Freshman class, the second grade certificate, with the exception of algebra, covers the requirements for admission to the Freshman class, and the first grade certificate for the Sophomore class.

2. By Certificate from Affiliated Schools.

The certificate must include a copy of the student's record signed by the principal of the school. This should be sent to the president as early as practicable. It is preferable that this record should be given on blanks which will be furnished on application.

3. By Examination.

Applicants without certificates from an approved high school, or State Board of Examiners, should be able to pass entrance examinations upon the subjects required for admission to the class they wish to enter.

Technical Subjects

Courses are offered in the following: Domestic Art, Domestic Science, Manual Arts, Fine Arts, Bookkeeping, Stenography, Piano, Violin, Voice, Education, and Expression.

Domestic Art

It is the purpose of Domestic Art to provide opportunity for creative and practical work in sewing and in the home crafts; to give intensive work to those who desire it in dressmaking and millinery; to study household management and to apply the principles of design and color harmony to dress and to house furnishing.

Courses are offered which include the following subjects: Garment construction, hand and machine sewing, drafting and adapting patterns, dressmaking and tailoring, costume design in connection with dressmaking, home craft work, basketry, paper work, block printing, stenciling and weaving, household management, keeping of accounts, the division of the income and the use of money in the home, house planning and furnishing, including practical problems and color schemes.

Domestic Science

The Domestic Science department offers courses in the selection and preparation of food, making of menus, serving, kinds and amounts of food suited to various conditions of life, sanitation and cleansing of the home, laundering, home nursing and care of children.

The department endeavors to teach the basic principles underlying these subjects in such a manner as to enable students to become systematic and economic home keepers. Those who wish to teach the subject may pursue a course in normal training as post-graduate work.

Fine Arts and Manual Training

This department offers inter-related courses in design, illustration, perspective, pottery and elementary book-making. In the Preparatory, Freshman and Sophomore classes, all work in fine arts and manual training is an integral part of the Domestic Art course. In the Junior and Senior classes, further instruction is given in theory and practice of design, illustration and landscape composition and pottery.

In every student there is a store—large or small—of creative ability, but, so few have an opportunity to exercise it, that it is lost through this lack of use. In this department every effort is made to cultivate this faculty. The first problems are very simple—closely related to the lives of the students—and increasingly difficult as they gain the power of expressing themselves in this new language. By constant use of judgment in criticising their own work and in studying good examples of work done by others, they cultivate appreciation of the beautiful and useful things that come into their lives.

Commercial Department

The Commercial Department offers courses in stenography and typewriting and in bookkeeping.

BOOKKEEPING: After the theory of bookkeeping is thoroughly understood, a practical course is given in which the students prepare all papers and vouchers, thus doing the work exactly as in an office.

STENOGRAPHY: The Graham system of shorthand is taught. A speed of one hundred words a minute is required to complete the course.

TYPEWRITING: The students typewrite by touch. Sixty words a minute from dictation is the required speed.

Education

The Department of Education offers a two-years course based upon psychology and sociology. The purpose of the department is to create a professional outlook and to fit the students for active school room work. Throughout the course especial emphasis is placed upon rural life and the interpretation of rural tendencies.

Expression

This course includes poise (correct walking, standing, sitting); correct breathing; voice placement; the fundamentals of good reading (emphasis, inflection, articulation); gesture; pantomime; interpretation; philosophy of expression.

Music

This department offers a thorough course in Piano, Voice, Violin, Sight Reading, Sight Singing, Harmony and History of Music with weekly recitals in which every student is expected to participate.

Expenses

The expenses for 1912-13 are here given; the schedule for 1913-14 has not yet been adopted, but in all probability will not be materially changed from this.

The expenses for the entire session for those boarding in the dormitory are as follows:

Room, board, laundry -----	\$100 00	
Matriculation fee -----	5 00	
Medical fee -----	5 00	
Lecture fee -----	2 00	
Library fee -----	2 00	
		\$114 00
Uniform -----		11 00
		\$125 00

Special Fees:

	Session	Semester
Piano -----	\$40 00	\$20 00
Voice -----	40 00	20 00
Violin -----	40 00	20 00
Art -----	40 00	20 00

The matriculation, medical, lecture and library fees (\$14.00) are payable on entrance. The board and laundry is payable quarterly, \$25.00 on entrance.

Pupils from other states pay a tuition fee of \$20.00 for the session, payable in four installments.

Student Organizations

Y. W. C. A.

The Young Women's Christian Association was organized in the school in 1900. For the past six years a general Secretary has been employed to direct the work of the association. The organization has done a most valuable work and its influence for good is felt by the entire student body.

Literary Societies.

The Juniors and Seniors maintain three literary clubs of particular merit, The Castalian, The Tutwiler and The Philomathic.

The students also support a number of other clubs, the most important being the Story Teller's League (three chapters), the Schumann, Emma Hart Willard, and the Camp Fire Girls.

Alumnae Association

This association was organized in 1902. Every graduate is urged to become a member.

Affiliated Schools

(Approved by the Association of Alabama Colleges.)

The nine District Agricultural Schools; all County High Schools; Noble Institute, Anniston; Margaret Allen School, Birmingham; Brewton Collegiate Institute; Daphne Normal School; Moundville Normal School; LaFayette College; Knott High School, Mobile; Baptist Collegiate Institute, Newton; Moore Academy, Pine Apple; Handley High School, Roanoke; Dallas Academy, Selma; Thorsby Institute; Southern Industrial Institute, Camp Hill; N. E. Alabama Agricultural and Industrial Institute, Lineville.

The High Schools of Alexander City, Andalusia, Auburn, Bay Minette, Birmingham, Anniston, Bessemer, Clanton, Cuba, Decatur, Demopolis, Dothan, Elba, Ensley, Eutaw, Eufaula, Florala, Georgiana, Greensboro, Greenville, Haleyville, Headland, Huntsville, Linden, Luverne, Madison, Marion, Mobile, Montgomery, New Decatur, New Market, Opelika, Sheffield, Slocumb, Talladega, Thomasville, Tusculumbia, Tuskegee, Tuscaloosa, Uniontown, Union Springs.

Other Schools.

(Certificates received for admission to Freshman class.)

Ashville, Brighton, Carrollton, Citronelle, Collinsville, Cordova, Epps, Geneva, Girard, Gordo, Guntersville, Loachapoka, Lowndesboro, Midway, Montevallo, Mt. Willing, Northport, Opp, Phoenix, Pinckard, Reform, Trinity, Pell City, Pratt City, Vincent, Stevenson.

Any other school that wishes to be placed in this list should send a copy of its course of study so that it may be duly looked into and passed upon.

Note

As many girls are now preparing to enter some school or college next session, this bulletin is issued in advance of the regular catalog, in order that teachers and pupils may know the requirements for admission to the Alabama Girls Technical Institute for the session 1913-14.

The new catalog giving full information about terms of admission, courses of study, expenses and other matters of interest to students will be ready for mailing in June, 1913. Anyone desiring a copy of the catalogue will please write to President T. W. Palmer, Montevallo, Alabama.

